

Training/Staffing	541511, 561310, 561320	X	X	X
Transport/Broadband	334210	X	X	X
Transportation	488510, 488991	X	X	X
Travel	561510, 721110	X	X	X

PROGRAM ADMINISTRATION

Name: Marianne Strobel
Title: Executive Director – AT&T Services, Inc., Supplier Diversity Programs
Address: 2600 Camino Ramon, Rm. 4S154, San Ramon, CA 94583
Email: mt2542@att.com
Telephone: (925) 824-5507

SUMMARY OF ADMINISTRATION DUTIES

The Program Administrator has general overall responsibility for the subcontracting program. These duties include, but are not limited to, the following activities:

- Developing and promoting company policy statements that demonstrate the company's support for awarding contracts and subcontracts to MBE, WBE, and DVBE concerns.
- Developing and maintaining bidder's lists of MBE, WBE, and DVBE concerns from all possible sources.
- Ensuring periodic rotation of potential subcontractors on the bidder's lists.
- Assuring that MBE, WBE, and DVBE concerns are included on the bidders' list for every subcontract solicitation for products and services that they are capable of providing.
- Ensuring that subcontract procurement "packages" are designed to permit the maximum possible participation of MBE, WBE, and DVBE concerns.
- Reviewing subcontract solicitations to remove statements, clauses, etc., which might tend to restrict or prohibit MBE, WBE, and DVBE concern participation.
- Ensuring that the subcontract bid proposal review board documents its reasons for not selecting any low bids submitted by MBE, WBE, and DVBE concerns.
- Overseeing the establishment and maintenance of contract and subcontract award records.
- Attending or arranging for the attendance of company counselors at Business Opportunity Workshops, Minority Business Enterprise Seminars, Trade Fairs, etc.



**15EL-170
BID SCHEDULE**

ITEM	DESCRIPTION	UNIT	EST. QTY.	Unit Price	ITEM TOTAL
1	Conduct survey to propose cable installation routes as Indicated.	LS	1	<u>XXXXXXX</u>	<u>\$ 39,189.⁰⁰</u>
2	Provide, install, and ground BART Fiber Entry Cabinet (BFEC), designed to accommodate 576 fibers in the locations provided in Contract Specification Section 01 11 00, Summary of Work, Article 1.04H.	Each	10	<u>\$ 8,339.⁸⁰</u>	<u>\$ 83,398.⁸⁰</u>
3	Provide, install, and ground BART Fiber Entry Cabinet (BFEC), designed to accommodate 864 fibers in the locations provided in Contract Specification Section 01 11 00, Summary of Work, Article 1.04H.	Each	3	<u>\$ 8,939.⁰⁰</u>	<u>\$ 26,817.⁰⁰</u>
4	Provide and install new two (2) inch, Galvanized Rigid Steel (GRS) conduit and associated fittings.	LF	3000	<u>\$ 35.¹¹</u>	<u>\$ 105,330.⁰⁰</u>
5	Provide 2000 ft each fiber cross connect cables, as Indicated.	Each	3	<u>\$ 1,125.⁰⁰</u>	<u>\$ 3,375.⁰⁰</u>
6	Provide, install and ground Fiber Patch Panel (FPP) with accessories as Indicated.	Each	32	<u>\$ 3,064.⁷⁴</u>	<u>\$ 98,062.⁰⁸</u>
7	Furnish, install, terminate and test 24 fiber, Single Mode, LSZH, fiber optic cable, as Indicated.	LF	70,000	<u>\$ 10.²⁵</u>	<u>\$ 717,500.⁰⁰</u>
8.	Furnish and coil 12-fiber, Single Mode fiber optic cable as indicated at the following AC house locations: ASL, ABF, AUC and KOW.	LF	4300	<u>\$ 8.⁷⁴</u>	<u>\$ 37,582.⁰⁰</u>
9	Allowances for Changed Site Conditions and District caused delays, Contract Section 01 20 00, Article 1.05D.			\$160,000	\$160,000

	TOTAL ITEMS 1 THROUGH 9	TOTAL	\$ 1,271,253.00
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The above item totals for all Bid Items (1 THROUGH 9) are submitted by the Bidder for the convenience of the District. In the event of a discrepancy between the Bid unit price and the amount entered in the item total column, the Bid unit price shall govern. The District will calculate the total Bid Price based on the unit prices or lump sum prices bid, as applicable. In the event of a discrepancy between the District's calculations and the item totals for all Bid Items as submitted by the Bidder, the District's calculations shall govern.

The District reserves the right, in its sole discretion, to make no Award, or to make an Award to the lowest responsible Bidder.

FOR A BID TO BE CONSIDERED, ALL ITEMS MUST BE BID.

THE DISTRICT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS.

If this Bid shall be accepted and the undersigned shall fail to contract as aforesaid and to give the two bonds in the sums to be determined as specified, with surety satisfactory to the District, or to provide specified Certificates of Insurance within ten (10) Days after the Bidder has received notice from the District that the Contract has been awarded, unless the District, in its discretion, allows additional time in writing for such submissions, the District may, at its option, determine that the Bidder has abandoned the Contract; thereupon this Bid and the acceptance thereof shall be null and void, and the forfeiture of such security accompanying this Bid shall occur and the same shall be the property of the District.

Accompanying this Bid is ⁽¹⁾ a bid bond in an amount equal to at least ten percent (10%) of the total Bid Price.

Receipt of the following attached Addenda is hereby acknowledged:

Addenda numbers 1

The Bidder, AT&T DataComm
(name),

hereby certifies that:

(A) Bidder is aware of the provisions of Supplementary Conditions Article SC7.1 regarding the District's Disadvantaged Business Enterprise participation policy for the Contract and the requirements for submission of DBE information; and

(B) Bidder has read the Contract Book, understands its requirements, including those for keeping records, and has asked for explanations of anything it did not understand.

(2) Bidder holds California Contractor's license No. 760249, Classification AB, C-1, C-10. The license expiration date is 3-31-13. If the Bidder is a joint venture, list the California Contractor's license numbers, classifications and expiration dates for each joint venturer as follows:

(3) Name of Joint Venturer	Contractor's License	Classification	Expiration Date
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A. _____
 B. _____
 C. _____

Failure to provide any joint venturer's information as required above may render the Bid non-responsive.

Bidder declares under penalty of perjury that the foregoing is true and correct.

AT+T Data Comm
 (4) Name of Bidder

[Signature]
 (5) Signature of Bidder

Chris Congo Executive Director
 (6) Print Name and Title of Person Signing

Dated Nov 27, 2012.

NOTES:

- (1) Insert the words "cash," "cashier's check," "certified check," or "Bidder's Bond," as the case may be.
- (2) If the Bidder is joint venture the Bidder may submit its valid State Contractor's license number, classification and expiration date with the Bid, but shall submit such information no later than 2 PM on Friday of the week following the date of Bid opening to the Contract Administrator at the address indicated in the Instructions to Bidders
- (3) If the joint venture consists of more than three joint ventures, add additional lines as needed.
- (4) If the Bidder is a joint venture, the name of the Bidder and the signature shall match the name of the joint venture and the signature as provided in the joint venture agreement and conform with the requirements in the Instructions to Bidders.
- (5) If the Bidder in its Bid furnished anything not called for by these Contract Documents (a cover letter, Bidder's own form, or a notation on the Bid Form not called for by this form, for example), the Bidder is cautioned that it runs the risk that it has submitted a Bid which does not conform to the District's Contract Documents, and therefore must be rejected.
- (6) Bids shall be presented under sealed cover as provided in the Instructions to Bidders.

DESIGNATION OF SUBCONTRACTORS AND DBEs FORM

All FIRST-TIER DBEs to be used must be listed on this form regardless of dollar value of each transaction.

To comply with the requirements of the California Subletting and Subcontracting Fair Practices Act (California Public Contract Code Section 4100 et seq.), Bidder shall list in Part I on this form the name and address of each Subcontractor to whom Bidder proposes to subcontract more than 1/2 of 1% of the Work, and description, and total dollar amount of the portions of the work or services subcontracted. The above list of information shall be submitted with the Bid. Other information required in Part I herein may be submitted up to 24 hours after the designated time to submit the Bid. Bidder's attention is directed to General Conditions Article GC5.7.1.

Note that only Certified DBEs that are either located in the four counties of Alameda, Contra Costa, San Francisco and San Mateo (BART Market Area) or that have done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date will be counted towards meeting the DBE goal. See Instructions to Bidders Paragraph 6.B.4 for requirements related to Non Residence Certification.

Attach additional copies of this form if more space is needed and paginate the forms (i.e., Page ___ of ___)

Name and Address	Is DBE located in, has done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date?	Description of Portion of Work or Services Subcontracted	Total Dollar Amount of Subcontracted Work or Services
I. All first-tier Subcontractors (DBEs and Non DBEs) subject to the requirement of General Conditions Article GC5.7.1	(Circle Yes or No)		
No Subcontracting Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax	Yes No DBE Certificate No.: _____		

Name and Address	Is DBE located in, has done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date?	Description of Portion of Work or Services Subcontracted	Total Dollar Amount of Subcontracted Work or Services
Year: \$ _____			
II. All first-tier Subcontractors (other than those identified in III, IV, and V below), not subject to the requirement of General Conditions Article GC5.7.1	(Circle Yes or No)		
No Subcontracting Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		

Name and Address	Is DBE located in, has done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date?	Description of Portion of Work or Services Subcontracted	Total Dollar Amount of Subcontracted Work or Services
III. All first-tier DBE SUPPLIERS: Manufacturers (100% credit)	(Circle Yes or No)		
Name: <u>No Subcontracting</u> _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		

Name and Address	Is DBE located in, has done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date?	Description of Portion of Work or Services Subcontracted	Total Dollar Amount of Subcontracted Work or Services
IV. All first-tier DBE SUPPLIERS: Regular Dealers (60% credit) See Supplementary Conditions Article SC7.1.3D.4. for definition of Regular Dealer.	(Circle Yes or No)		
No Subcontracting Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		
Name: _____ Address: _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____		

Name and Address	Is DBE located in, has done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date?	Description of Portion of Work or Services Subcontracted	Total Dollar Amount of Subcontracted Work or Services
V. All other first-Tier DBE's: See Supplementary Conditions Article SC7.1.3D.5. for Available Credit	(Circle Yes or No)		
No Subcontracting Name: _____ _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____ _____		
Name: _____ _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____ _____		
Name: _____ _____ Address: _____ _____ Phone Number: _____ Age of Firm: _____ Annual Gross Receipts as of Last Tax Year: \$ _____	Yes No DBE Certificate No.: _____ _____		

BIDDERS DBE QUESTIONNAIRE

Is Bidder a DBE?

(See Supplementary Conditions
Article SC7.1.1 for definition of DBE)☐ YES ☒ NO

CUCP Certified?

☐ YES ☒ NO

If YES, enter Certification Date: _____

Is Bidder a joint venture with DBE partners? ²☐ YES ☒ NO

If YES, are Joint Venture Forms attached?

☐ YES ☐ NOPercentage (%) of DBE participation in joint venture: NA %Age of Firm: 136 yearsAnnual Gross Receipts as of last Tax Year: \$ \$126.7 billion²

If the Bidder is a joint venture, only the portion of the total dollar value of the Contract equal to the distinct, clearly defined portion of the work that is performed solely by the DBE's own forces can be counted toward DBE participation. If the work is not clearly delineated between the DBE and the joint venture partner, only the portion of the work equal to the DBE's percentage ownership interest in the joint venture will be counted. See Supplementary Conditions Article SC7.1.3D.1

(Attention is directed to Instructions to Bidders Paragraph 7.B.4, Non Residence Certification
make additional copies if needed.)

NON RESIDENCE CERTIFICATION

TO THE SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT

I _____ on behalf of _____ certify as follows:
Insert Name of DBE Firm

- a. I am a certified DBE listed in the California Unified Certification Program (CUCP) database; and
- b. I am located outside of the four counties of Alameda, Contra Costa, San Francisco and San Mateo (BART Market Area); and
- c. I have done business or attempted to do business in the BART Market Area within two years prior to the Contract advertisement date.

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct, is within my personal knowledge and if called upon to testify, I could testify competently thereto.

Executed on _____ at _____

Signature of DBE Firm Representative

Title

NONCOLLUSION DECLARATION

(To be executed by Bidder and submitted with Bid)

Chris Congo declares that he or she is Executive Director of AT&T
(Bidder's Name) (Title) (Company's Name)

the party making the foregoing Bid, that the Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Bid is genuine and not collusive or sham; that the Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham Bid, or that anyone shall refrain from bidding; that the Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix to the Bid Price of the Bidder or any other bidder, or to fix any overhead, profit, or cost element of the Bid Price, or of that of any other bidder, or to secure any advantage against the public body awarding the Contract of anyone interested in the proposed Contract; that all statements contained in the Bid are true; and, further, that the Bidder has not, directly or indirectly, submitted its Bid Price or any breakdown thereof, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify (or declare) under penalty or perjury under the laws of the State of California that the foregoing is true and correct.

Date: NOV 27, 2012

AT&T Data Comm
Name of Bidder

[Signature]
Signature of Bidder

BUY AMERICA CERTIFICATE

Certification requirement for procurement of steel, iron, or manufactured products.

(Submit with Bid)

(Bidder's attention is directed to Supplementary Conditions Article SC7.2. This Buy America Certificate shall be executed by Bidder whose Bid exceeds \$100,000 and submitted with the Bid. Failure to do so will make the Bid non-responsive.)

NOTE: The two signature blocks below are mutually exclusive; Bidder shall sign only one signature block for either the Certificate of Compliance or the Certificate of non-Compliance. Signing both signature blocks shall make the Bid non-responsive.

Certificate of Compliance With 49 USC § 5323(j)(1)

The Bidder hereby certifies that it will comply with the requirements of 49 USC § 5323(j)(1), and the applicable regulations in 49 CFR Part 661.

Date _____

Signature _____

Company Name _____

Title _____



WARNING!!! BIDDER SHALL SIGN ONLY ONE CERTIFICATE – EITHER THE CERTIFICATE OF COMPLIANCE ABOVE OR THE CERTIFICATE OF NON-COMPLIANCE BELOW. SIGNING BOTH CERTIFICATES SHALL MAKE THE BID NON-RESPONSIVE.

Certificate of Non-Compliance With 49 USC § 5323(j)(1)

The Bidder hereby certifies that it cannot comply with the requirements of 49 USC § 5323(j)(1), but it may qualify for an exception to the requirements pursuant to 49 USC § 5323(j)(2)(B) or (j)(2)(D) and applicable regulations in 49 CFR Part 661.7.

Date _____

Signature *Chris Jones*

Company Name AT&T

Title Executive Director

(Applicable to Contractors and Subcontractors of any tier seeking a Subcontract exceeding \$100,000.
Bidder's attention is directed to Supplementary Conditions Article SC10.15, Debarment and Suspension)

CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION -
LOWER TIER COVERED TRANSACTIONS
Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact BART Procurement Department, telephone 510-464-6550, for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List by contacting BART Procurement Department, telephone 510-464-6550 for assistance.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION -
LOWER TIER COVERED TRANSACTIONS

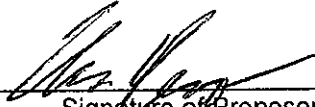
1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Date: Nov 27, 2012

ATT Data Center

Name of Proposer

By: _____



Signature of Proposer

Chris Congo Executive Director

Print Name and Title of Person Signing

(Bidder's attention is directed to Paragraph 6.1 of the Instructions to Bidders and Supplementary Conditions Article SC10.25 of the Contract, Certification Regarding Lobbying. The Certification shall be executed by the Bidder and by applicable Subcontractors or sub-suppliers of any tier receiving an amount in excess of \$100,000 and submitted by the Bidder either with the Bid or within the time frame specified in the Instructions to Bidders or before commencement of Subcontract work, as specified in the Instructions to Bidders.)

CERTIFICATION REGARDING LOBBYING

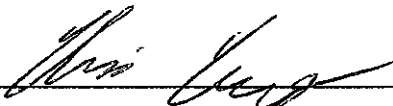
The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the Award documents for all sub-awards at all tiers (including Subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ATT+T Data Comm
Name of Firm

By: Chris Conroy
Please print name of signator:



Title: Executive Director

SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT
CERTIFICATION REGARDING FINANCIAL CONTRIBUTIONS

(Submit with Bid)

Certification to be executed by Bidder and each proposed first-tier Subcontractor or subsupplier whose Subcontract exceeds \$100,000. Make additional copies of the Certification as necessary.

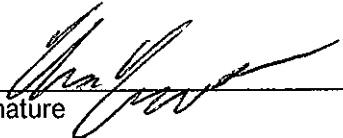
Bidder must use its best efforts to collect the Certification from each first-tier Subcontractor or subsupplier whose Subcontract exceeds \$100,000 and to submit such Certifications along with its own to the District on the Bid date.

Bidder is advised that all Certifications must be submitted on the Bid date unless there is reasonable cause for delay; however, Bidder is cautioned that unless all Certifications are submitted within five (5) Days after the date Bids are due, the Bid may be considered non-responsive. See Instructions to Bidders for submitting Certifications after the Bid due date.

The undersigned certifies that:

1. It will not make any monetary or in-kind contribution (including loans) to any BART Director, or any candidate for Director, in excess of \$1,000 from the date Bids are opened by the District until Award of the Contract.
2. It understands that the term "contribution" shall have the same meaning as defined in California Government Code Section 82015 and implementing regulations adopted by the Fair Political Practices Commission.

AT&T Data Comm.
Name of Firm


Signature Date

Chris Carr Executive Director
Print Name and Title